



City of Branson

Where Values Are The Difference

VACANCY NOTICE

Job Title: BUILDING INSPECTOR– Planning & Development Department
Opening Date: Wednesday, September 12, 2012; position is open to internal and external applicants
Closing Date: Application packets must be received or postmarked by 4:30 p.m.,
Wednesday, September 26, 2012.
Work Hours: Monday – Friday 8:00 a.m. to 4:30 p.m.
Beginning Salary: \$16.6547/hourly

POSITION SUMMARY: The Building Inspector is responsible for inspecting all phases in all disciplines (building, structural, mechanical, plumbing and electrical) of construction progress for code compliance. To assist on an "as needed" basis in the fields of code enforcement, business license review, plans check/review, general office duties and public relations as a representative of the City of Branson.

MINIMUM QUALIFICATIONS: High School diploma or GED equivalent. Graduation from an accredited technical school program is preferred. Three years' experience in the construction field. Must possess (or obtain within one year of hire) a minimum of one of the following inspection certifications: International Code Council (ICC) Building, ICC Plumbing, ICC Electrical, ICC Residential, or ICC Mechanical. Certification must be current and maintained during term of employment. Must possess and maintain a valid Missouri Motor Vehicle Operator's license. must be able to lift, carry, push, pull, drag and/or move a minimum of twenty-five (25) pounds. Must successfully complete a background investigation and pre-employment substance abuse testing.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Includes the following; other duties may be assigned: Performs the full range of building inspections and minor plan reviews including technically complex structures and specialty inspections in property maintenance, sign, electrical, plumbing, mechanical, accessibility or other disciplines and including final inspection for occupancy. Field checks construction documents to verify construction project is in compliance with the approved plans and all adopted Building Codes. Reads and interprets construction plans, engineering and architectural drawings and maps. Inspects new construction, including renovation and repair work for quality, materials and workmanship and ensures that all work complies with specifications, ordinances and City Codes. Performs building, electrical, plumbing, mechanical, and sign inspections to ensure that all work complies with specifications, ordinances, codes and city standards.

To be considered for this position, a completed City Application, Supplemental Questionnaire, and Request for Criminal Record Check Form must be submitted to the City of Branson Human Resources Dept., 110 W. Maddux St., Ste. 315, Branson, MO 65616. For a copy of the full job description, or to obtain all necessary application materials, please contact the City of Branson Human Resources Department. This information is also available for download at www.bransonmo.gov. Applicants are required to complete a separate City Application, Supplemental Questionnaire, if applicable, and Request for Criminal Record Check Form for each posted vacancy. Applications submitted for no particular vacancy are retained on active file for one year and may be used only once.

The City of Branson is an Equal Employment Opportunity Employer and, therefore, does not discriminate against employees or applicants for employment on the basis of race, color, religion, national origin, sex, military status, age, disability, political opinions or affiliations, genetic information, or any other characteristic protected by law, except that no person shall be employed who advocates or belongs to a group which advocates the violent overthrow of our government. A copy of the City of Branson's EEO short form may be obtained from the Human Resources Department by request. All individuals hired will be required to provide documentation to establish identity and employment authorization as a condition of employment in accordance with the Immigration Reform and Control Act (IRCA). In accordance with the Americans with Disabilities Act (ADA), a position description outlining the essential job functions for each of the vacancies listed is available for review and reasonable accommodations for the application and testing processes will be made upon request.

The City of Branson has an Employee Tobacco Free Policy. Employees are not allowed to utilize tobacco products while on paid time, including any paid break times. This includes smokeless tobacco products.

City of Branson, Human Resources Department, 110 W. Maddux Street, Suite 315, Branson, MO 65616
417-337-8555 – Phone, 417-337-5466 – Fax, HR@bransonmo.gov - Email